



c: Mayor / Council
BC 427

MEMORANDUM

TO: Mayor Tomzak and Members of City Council
FROM: Beverly R. Cameron, Acting City Manager
DATE: April 27, 2009
SUBJECT: City Manager's Update

Highlights of major activities and other notable developments:

EDT STAFFERS AND MICAH MINISTRIES VOLUNTEERS JOIN EFFORTS FOR DOWNTOWN SPRUCE UP – Eight members of the Economic Development and Tourism staff teamed up with nine volunteers through MICAH Ecumenical Ministries to spruce up tree wells in the downtown area earlier this month. With mulch provided and delivered by the Public Works Department and in consultation with DRMI and the city's Beautification Commission, teams dispersed throughout the downtown to weed tree wells and spread mulch to enhance the retail district. The MICAH volunteers earn credit for benefits from MICAH, such as food coupons and other niceties, and gained a good deal of goodwill from merchants and residents who saw their great work. MICAH staff says the volunteers were proud to contribute to the community and to work alongside city employees. In addition, the effort will spruce up downtown in advance of several busy spring weekends ahead.

TRADESHOW LEADS GENERATED BY ECONOMIC DEVELOPMENT AND TOURISM – Staff has attended 10 tradeshow from September 2008 through February 2009, generating 377 leads for meetings, 32 leads for military reunions, 25 leads for religious conferences, 22 leads for weddings and 55 leads for group tours. Lead requests are fulfilled in-house and disseminated to hotels, unique meeting sites, Fredericksburg Expo and Conference Center, historic attractions, and other industry partners, for their direct response.

POLICE DEPARTMENT APPLYING FOR COPS GRANT – The Police Department is requesting funding in the amount of \$173,567 from the Office of Community Oriented Policing (COPS) to hire a community policing officer who will be deployed in the downtown district. The funds are available from the COPS Hiring Recovery Program for a period of three years and can only be used for positions that are new or threatened with elimination. The funding request will cover the base salary and benefits of a DCJS-certified officer for the term of the grant. The City is required to fund the position for one year after the grant period. The Downtown Community Police Officer is one of the Compelling Issues adopted by the City Council. Although the intention of the grant request is to fulfill the need for a dedicated community police officer in the downtown area, there is flexibility in the grant application to allow for deployment of the officer to other neighborhoods as required.

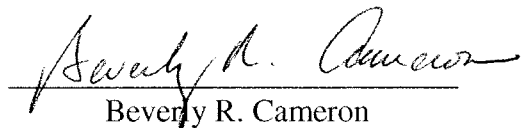
VCR TRAIL– Gordon and Associates continues to prepare the detailed construction plans for the VCR Trail. Staff has provided approval of the Eagle Scout project at the VCR trailhead, construction of which should begin soon.

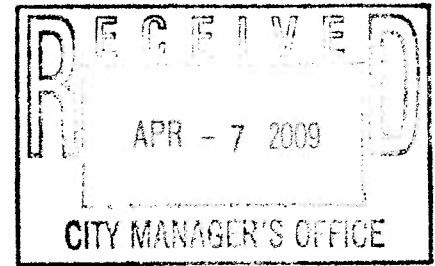
HERITAGE TRAIL – VDOT has provided the City with a positive pre-approval review of the contract between the City and Gordon and Associates for the engineering of the Heritage Trail. Upon execution of the contract, Gordon and Associates will begin the design phase for the trail. Staff is working with Gordon to develop a realistic project schedule for design and construction.

DOROTHY HART COMMUNITY CENTER – Special Projects is getting close to completing the restoration of the exterior of the Dorothy Hart Community Center, excluding the roof issue. Terziotti Engineering continues to prepare cost estimates comparing the reinforcement of each structurally compromised truss against total roof system replacement. The expected completion of this renovation is unknown at this time.

GENERAL DISTRICT COURT BUILDING REUSE – Special Projects staff has completed the conversion of the old police department meeting room into a training/meeting room.

MUSEUM WINDOWS – Using appropriate procurement procedures, Structural Preservation Systems has been identified as the contractor for the museum window project, pending approval by the Acting City Manager. The restoration of the windows may begin late spring and conclude no later than the end of the calendar year.


Beverly R. Cameron



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MAGAZINE

VIRGINIA TOWN & CITY

April 3, 2009

To: Key Officials of Full Member Local Governments
Council and Board Clerks of Full Member Local Governments

From: R. Michael Amyx, Executive Director *RM*

Subject: 2009 VML Policy Committee Nominations

*C: Mayor/Council
City Atty.
-RR 4/10*

The Virginia Municipal League is now accepting nominations for its 2009 policy committees. A description of the policy committee process is attached, along with a nomination form. **Please complete the enclosed form and return it to VML by May 8. If your community has an election in May, please return this form by the requested date even if you must revise it later.** We rely on the policy committee nominations to select steering committee members, so if we do not receive your locality's response, it may preclude your officials from serving on a steering committee.

Please observe the following guidelines when making your policy nominations:

- Only full-member local governments may participate.
- You may nominate two individuals to a committee; if two are nominated, at least one nominee must be a governing body member.
- **Only members of a council or board of supervisors and appointed officials (i.e., employees of the local government) are eligible to serve.**
- **No individual may serve on more than one committee.**
- The chief administrative officer or mayor/board chairman must sign the nomination form.
- **Please return nomination forms by May 8.**

Policy committee meetings are tentatively scheduled to meet at the Greater Richmond Convention Center on July 23. We will forward information about meeting times and rooms as soon as we confirm them. The steering committees will meet in the weeks prior to the policy committee meetings to conduct a preliminary review of the policy statement and develop an agenda for the July meeting, including any issues that VML's Legislative Committee asks the policy

P.O. Box 12164
RICHMOND, VIRGINIA 23241

13 EAST FRANKLIN STREET
RICHMOND, VIRGINIA 23219

804/649-8471
FAX 804/343-3758
E-MAIL e-mail@vml.org
www.vml.org

VML 2009 Policy Committee Nominations

Please return this form by **May 8** to Joni Terry at VML, P.O. Box 12164, Richmond, VA 23241; Fax 804/343-3758; email: jterry@vml.org

Community & Economic Development

Name & Title: _____

Name & Title: _____

Environmental Quality

Name & Title: _____

Name & Title: _____

Finance

Name & Title: _____

Name & Title: _____

General Laws

Name & Title: _____

Name & Title: _____

Human Development & Education

Name & Title: _____

Name & Title: _____

Transportation

Name & Title: _____

Name & Title: _____

Signed: _____ Locality: _____
(Mayor/Chair, or Manager/Administrator)

Understanding VML's Legislative and Policy Committee Process

Each year the Virginia Municipal League develops two separate documents -- a legislative program and a compilation of policy statements -- through a process that involves the Legislative Committee and six separate policy committees. The Legislative Committee is responsible for developing the legislative program, but it may also rely on input from the policy committees to do so. The policy committees develop broad policy statements, in addition to submitting specific legislative recommendations for consideration by the Legislative Committee. Each policy committee has a smaller steering committee comprised of policy committee members. The steering committees guide and assist in the work of the policy committees.

Legislative Committee

What is the role of the Legislative Committee?

The Legislative Committee is responsible for considering and reporting on existing or proposed state and federal legislation or regulations, and urging the enactment or amendment of, or opposition to, such legislation or regulations.

How is the Legislative Committee appointed?

VML's Constitution spells out the composition of the Legislative Committee. The committee consists of 24 people holding elective or appointed positions, all appointed by VML's President. Of the 24 members, 12 must be representatives of cities and urban counties with populations in excess of 35,000, 6 must be representatives of cities and urban counties with populations of 35,000 or less, and 6 must represent towns.

What is included in VML's Legislative Program?

The legislative program adopted by the Legislative Committee reflects specific legislative objectives that VML hopes to achieve during the upcoming legislative session. It is subject to the approval of VML's membership at the annual conference.

What is the relationship between the legislative committee and VML's policy committees?

The Legislative Committee meets prior to the steering and policy committees to identify issues that it would like the committees to consider for potential inclusion in the league's legislative program. It meets again after the policy committees have met to consider their recommendations.

Policy Committees

What is the role of the policy committees?

Policy committees receive briefings on statewide issues identified by the steering committee, consider possible changes to the policy statement, and develop legislative recommendations for the Legislative Committee to consider.

How are policy committees appointed?

Policy committee membership consists of elected and appointed officials of full-member local governments. Nomination letters are sent in the spring to each locality, and each local government determines which of its officials will be nominated for each of the six policy committees. Each local government may nominate up to two people per policy committee, at least one of whom must be an elected official.

What are the benefits of serving on a policy committee?

VML policy committees offer members an opportunity to learn about current and emerging statewide issues that affect local governments, to develop through policy statements the broad philosophical framework that guides the league, and to network with local officials with similar policy interests.

	A	B	C	D	E	F
Goals and Initiatives Update April 2009						
	Goal	Initiative	Target Date	Status	Percent to target	Notes
1						
2						
3						
4	<u>Historic District Character & Vitality</u>					
5		Riverfront Park Development	2009/2010	3	30%	All 3 private properties necessary for park construction acquired. Further work on park suspended due to budget constraints. City Council met with EDA in March to discuss interim funding. The Riverfront Task Force also met in early April to discuss interim uses for the park land.
6		Courthouse Complex/P.O. Site Reuse	Dec 2010/ongoing	1	5%	The City Council has directed staff to review the Princess Anne Option C site, and discontinue work on the Princess Anne Option A site (USPS/Keating project.) Staff is currently procuring architectural services for the analysis and design related to Princess Anne Option C. Final site selection is anticipated in calendar 2009.services for the analysis and design related to Option "C".
7		Historic Preservation Plan	Spring 2009	5	50%	Citizen Task Force has completed several sections of the plan and will soon forward it to City Council so it can be completed by staff for review by the Planning Comm. and the ARB. The architectural survey of the Historic District is complete & staff is using it to update the Historic District's status on the National Register of Historic Places to allow property owners to take advantage of tax credits.
8	<u>Character of the City & Neighborhoods</u>					
9		Volunteerism, Sponsorships & Donations	Fall 2009	5	50%	Draft program completed. Additional City departments asked to create sponsorship opportunities.
10	<u>Economic Vitality</u>					
11		Mixed-Use Development Ordinance	Spring 2009		100%	Adopted by City Council. First mixed-use district created for Eagle Village development.
12		Economic Development Strategic Plan	Jan 2010	2	20%	Draft ED is under review.
13		*Jeff-Davis Overlay Project	Spring 2010	5	30%	Overlay ordinance is in its first draft.

	A	B	C	D	E	F
14		Downtown Special Events & Tourism Amenities	Jun 2010	3	20%	Encouragement of events, use of toolkit is ongoing. New hotel will be used to leverage meetings, extended retail hours and "downtown friendly" association meetings.
15		Performing Arts Center	Jan 2010	1	5%	Research initiated on feasibility and governance. Also, General Assembly did give the City authorization to offer regulatory flexibility & economic incentives for development of arts & tourism venues.
16		Sustainability & the Natural Environment				
17		Low Impact Development Ordinance	Spring 2009	8	80%	Ordinance is nearing completion.
18		Environmental Stewardship Initiatives	Spring 2010	4	30%	2009 Go Green Certification received. Performance contract achieved with 7 new environmentally friendly policies created.
19		Parks, Recreation & Open Space		2		VCR & Heritage pathways in design phase. Significant funds secured for each.
20		Pathways Plan Improvements	Summer 2010	2	20%	City property parcels were reviewed, with 7 locations applicable and being studied.
21		City Parcel Use for Parks & Community Gatherings	Jan 2010	3	30%	
22		Public Safety		2		
23		Walkable, Bikeable City	Spring 2009	2	20%	locations & possible design under
24		Downtown Community Police Officer	Summer 2010	2	20%	Grant proposal in process for funding position.
25		Emergency Medical Service Agreement	Spring 2009	4	40%	Meeting with Fredericksburg Rescue Squad in order to have a plan for presentation to City council in May-June time frame.
26		Transportation		1		
27		Train Station Improvements	May 2010	1	5%	Will invite VRE to make presentation
28		Governance				
29		Development Plan Approval Process Improvement	Summer 2009	5	50%	Completing the measurement, and now in analysis stage.
30		Geographic Information System	Dec 2010	3	25%	Preliminary grant approval received.
31						
32	*Please give each initiative related to your department a number between 1 - 10 (1 being no progress, 10 being at completion), showing progress since the last update. The cell will automatically fill with a pre-assigned color to indicate the task's progress with GREEN indicating completion/near completion, and RED indicating the project is still in the early stage. The					